

# **AGENCY STRATEGIC PLAN**

**FOR THE FISCAL YEARS**

**2003 - 2007**



**ARKANSAS ETHICS COMMISSION**

**FUNCTIONAL AREA: CONSTITUTIONAL & ADMINISTRATIVE**

# **AGENCY STRATEGIC PLAN APPROVAL FORM**

**FOR THE FISCAL YEARS**

**2003 - 2007**

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**Graham F. Sloan**  
**Director**

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**Tom Alexander**  
**Chairman**

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# STRATEGIC PLAN

<b>Agency Name</b>	Arkansas Ethics Commission
<b>Agency Mission Statement:</b>  To preserve public confidence in the integrity of the governmental process by promoting openness and accountability in government.	

## AGENCY GOAL 1:

To serve as the compliance and enforcement agency with respect to certain standards of conduct and public disclosure laws of the State of Arkansas.

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<b>Agency Name</b>		Arkansas Ethics Commission
<b>Program</b>		Ethics Commission Operations
<b>Program Authorization</b>		The Arkansas Ethics Commission was created by the passage of Initiated Act One of 1990, and it is an agency of the State of Arkansas within the meaning of Ark. Code Ann. § 25-15-202(1). The Commission's authorities and responsibilities are set forth in Ark. Code Ann. §§ 7-6-217 and 218. Generally speaking, the Commission has jurisdiction over the following: Ark. Code Ann. § 7-1-103(a)(1)-(4), (6) and (7); Ark. Code Ann. § 7-6-201 <i>et seq.</i> ; Ark. Code Ann. § 7-9-401 <i>et seq.</i> ; Ark. Code Ann. § 21-1-401 <i>et seq.</i> ; Ark. Code Ann. § 21-8-301 through § 21-8-903; and Ark. Code Ann. § 21-8-1001 <i>et seq.</i>
<b>Program Definition:</b>		The Ethics Commission Operations provides staff support for carrying out the functions of the Arkansas Ethics Commission. The Commission's nine (9) member staff is composed of a director, two staff attorneys, two directors of compliance, a fiscal officer, a systems administrator, and two administrative assistants. The Commission's authorities and responsibilities include: (1) promulgating rules and regulations to implement and administer the statutes under the Commission's jurisdiction (hereinafter the "ethics laws"); (2) monitoring compliance with the ethics laws; (3) investigating alleged violations of the ethics laws; (4) holding monthly public meetings and conducting public hearings; (5) taking disciplinary action with respect to violations of the ethics laws, and/or referring findings to the prosecuting attorney for criminal prosecution; (6) bringing actions in circuit court to enforce orders entered in proceedings before the Commission; (7) issuing advisory opinions concerning the ethics laws; (8) answering questions regarding the ethics laws on a daily, informal basis; (9) drafting, reviewing and approving disclosure forms, instructions, and calendars used by candidates for public office, public servants, lobbyists, political action committees, and ballot and legislative question committees; (10) preparing and distributing educational materials for candidates for public office, public servants, lobbyists, political action committees, and ballot and legislative question committees; (11) developing and administering a reminder notice program for candidates for public office, public officials, lobbyists, and political action committees; (12) maintaining files on all ballot question and legislative question committees registered and reporting in accordance with the Disclosure Act for Public Initiatives, Referenda and Measures Referred to Voters; (13) making information publicly accessible in an electronic form via the internet; and (14) responding to questions and requests for documents under the Freedom of Information Act.
<b>Funds-Center Code: <u>192</u></b>		
<b>AGENCY GOAL(S) #</b>	<b>1</b>	
<b>Anticipated Funding Sources for the Program:</b>		State Central Services Fund

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## **GOAL 1: (Sub-Funds Center Code: 192GOAL1 )**

To enforce standards of conduct and public disclosure laws of the State of Arkansas concerning candidates for public office, public officials, appointees and employees at the state and local levels, lobbyists, political action committees, and persons involved with initiatives, referenda, and measures referred to voters; provide advice and assistance to persons required to comply with those laws; and maintain and make publicly available information under the Disclosure Act for Public Initiatives, Referenda and Measures Referred to Voters and the Freedom of Information Act of 1967, as amended.

### **OBJECTIVE 1: (Sub-Funds Center Code: 192G1OBJ1 )**

To ensure compliance with the ethics laws while providing advice and assistance to persons required to comply with those laws.

### **STRATEGY 1: (Sub-Funds Center Code: 192A )**

To maintain an administrative office providing staff support to meet the objective of the Arkansas Ethics Commission.